

Healthcare Safety Investigation Branch
19th January 2018
Advisory Panel Meeting, HSIB Farnborough

Present	Keith Conradi, Chief Investigator HSIB
	Kevin Stewart, Medical Director, HSIB
	Lynne Spencer, Director of Corporate Affairs, HSIB
	Jane Rintoul, Director of Policy & Strategy, HSIB
	Richard Von Abendorff, Advisory Panel
	Suzanne Shale, Advisory Panel
	Steve Clinch, Advisory Panel
	Farrah Pradham, Advisory Panel
	Jennie Stanley, Advisory Panel
	Jackie Cook, EA, HSIB
	Joe Rafferty, Advisory Panel
Apologies	Murray Anderson-Wallace, Advisory Panel
	Mike Durkin, Advisory Panel

Welcome

Keith Conradi welcomed those present to the Advisory Panel meeting and confirmed to the panel that the scope of discussion would be as set out in the Terms of Reference in the HSIB directions.

Updates

- Keith Conradi advised that there are currently 11 investigations underway and that 5 interim bulletins have been released. Keith Conradi emphasized the importance of the feedback provided by the Advisory Panel on message/style and impact of information released to the public by HSIB
- Keith Conradi advised the Advisory Panel that HSIB would be investigating circa 1000 maternity incidents meeting the Each Baby Counts & Maternal Death criteria each year. Keith Conradi apologized for not pre-informing the Advisory Panel prior to Secretary of State's announcement in November 2017.
- Keith Conradi advised that HSIB had appointed Lynne Spencer as Director of Corporate Affairs with Jane Rintoul moving in to a position as Director of Policy & Strategy and taking a lead on the implementation of HSIB's maternity programme.

Independence

Jane Rintoul gave an update on HSIB independence and progress of the bill. JR advised that it was anticipated that the bill would be taken forward by an ad-hoc committee made up of members of both houses.

- Advisory Panel expressed concern that communications surrounding bill were not sufficiently clear. HSIB to increase communications engagement surrounding bill. Jane Rintoul will produce a high-level timeline of the next stages of the bill to clarify how and when the Advisory Panel and wider public can provide feedback.

Action Jane Rintoul HSIB

Investigation Prioritisation

Kevin Stewart presented and overview of referrals go HSIB including methods of referral, clinical areas of investigation, themes and geographical areas of investigation.

- Slides attached Annex A as agreed
- The group discussed and agreed the importance of engaging patients and family. With afore-mentioned in mind the Advisory Panel expressed concern that the HSIB website and referral form was not informative enough or user friendly and should be re-evaluated.

- Richard von Abendorff expressed willingness to work with HSIB to encourage engagement by patients and families. Lynne Spencer and Richard von Abendorff to meet and discuss

Action Lynne Spencer HSIB & Richard von Abendorff Advisory Panel

- Panel requested a copy of prioritisation matrix used by HSIB to determine investigations. Kevin Stewart to present at next meeting 20th April 2018

Action Kevin Stewart HSIB

There was an agreed switch of agenda items between maternity programme and Richard von Abendorff agenda item

The involvement of patients, families and whistleblowers in the development and refinement of referral, triaging, investigation and reporting policies, procedures and processes of HSIB to date and plans for the future

The group discussed the importance of engaging with patients, family members, whistleblowers. Jane Rintoul advised that there had been family, patient, whistleblower and staff engagement on HSIB development and that HSIBs design agency had run a random consultative programme for comment during the design process.

- Jennie Fecitt offered to share a piece of work describing the journey of a whistleblower and how they might engage with HSIB. Keith Conradi thanked Jennie Fecitt. Jackie Cook to arrange to share with group

Action Jackie Cook HSIB

- The advisory panel queried whether the 'super-gagged' would be able to engage with HSIB. Keith Conradi to speak with legal advisor and ascertain

Action Keith Conradi

Maternity

Jane Rintoul presented an overview of the Maternity Investigation Programme

Following group discussion, it was agreed that

- Slides **attached** – annex B – as agreed
- HSIB would instigate evaluation of the maternity programme from the outset and would develop, modify and change the methodology as the programme matures.
- HSIB, as part of the evaluation, would capturing the experiences of parents, families and staff with whom we have been involved.
- HSIB would progress formalised support arrangements for patients
- HSIB would progress formalised structures for investigators to offer emotional/psychological support
- HSIB would re-evaluate language used in process documentation that was presented
- HSIB would conduct a legal workshop to evaluate the implications surrounding the use of HSIB maternity reports

Actions HSIB

Advisory Panel Dates

Future dates were advised and agreed in principal as 20th April 2018 & 27th July

AOB/www & ebi (what went well and even better if)

- Discussed and agreed that there would be less time allocated during meeting to presentations and more time allowed for general discussion
- Agreed that any presentations would be sent to Advisory Panel for consideration prior to the meeting date. **Action HSIB**
- Suzanne Shale expressed a keenness to discuss the development of recommendations. Keith Conradi to follow up with Suzanne Shale **Action HSIB**
- Agreed that certain themes would be covered at each meeting. Keith Conradi to consider possible themes **Action HSIB**
- Agreed that any requests for discussion points would be directed to Jackie Cook prior to meeting **Action Advisory Panel**
- The issue of Advisory Panel effectiveness was discussed. Suzanne Shale suggested that it might make better use of the panel to 'get ahead of the curve' and advise on things that hadn't yet been done. Requested that as HSIB itself is well placed to know 'where the curve is' and some consideration should be given to where the Advisory Panel's advice may be of value in advance of things being settled and decided. **Action HSIB**

Keith Conradi thanked those present for attending